

FY 2008 Annual Program Performance Measures

DEPARTMENT:

MICHIGAN DEPARTMENT OF LABOR & ECONOMIC GROWTH

APPROPRIATION UNIT: Department Wide Administration

PROGRAM: Policy and Legislative Affairs

TIMELINE: October 1, 2007 through September 30, 2008

PROGRAM MISSION STATEMENT (Customer-Focus Direction)

The Office of Policy and Legislative Affairs (Legislative, Rules, and Energy Office) strives to reduce unnecessary rules and regulations, strengthen policies and laws relating to consumer economic activity and workforce improvement, and assist consumers to enhance Michigan's economy and quality of life.

PROGRAM STATEMENT

Policy and Legislative Affairs consists of 2 divisions working together as a cohesive team to provide outstanding support services to our customers: Policy and Legislative Affairs and The Energy Office. The Office of Policy and Legislative Affairs and the Energy Office provide services both to internal customers and external customers, by providing assistance with legislation, bill analysis, attendance at legislative sessions and committee meetings, administrative rules promulgation, and promoting energy conservation and alternative energy options within state government and for external customers.

FUND SOURCE:

Federal Funds

State Restricted Funds (Federal Match only)

General Fund/General Purpose Funds

LEGAL BASIS:

1969 PA 306, 1972 PA 286, 1968 PA 191,

CUSTOMER IDENTIFICATION:

Customers - Legislature; Director's Office, Governor's Office, Management and program staff from the Bureaus and Agencies of DLEG; lobbyists and associations, schools, colleges, universities, local governments, small business and non-profit organizations and residents of the State of Michigan

Stakeholders - Governors Office; citizens of the State of Michigan

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CRITICAL GOALS/MAJOR OBJECTIVES

Program Goals:

GOAL 1 Coordinate DLEG 2007 Legislative Program

OPLA uses a collaborative process with DLEG and Legislative stakeholders to encourage economic and workforce development.

Comment: ongoing.

The Office provides technical expertise to bureaus and agencies within DLEG to establish legislative priorities and work with the Legislature to revise and introduce programs and related statutes. In the current legislative session, we are currently working on DLEG's top priorities.

- Unemployment Insurance conformity bills were introduced in the House, and negotiations are ongoing.
- Cemetery Regulation improvements have been introduced in both houses and are under further negotiation with stakeholders.
- The Department Legislative Plan was coordinated by this office and provided timely. Updates were made as needed.
- 2008 Application Processing & Refund Report was submitted as required.

In addition, the office worked with lobbyists, legislative staff, program staff, and the Governor's office on a multitude of proposed and introduced bills affecting our department and other departments.

- More than 359 bills were introduced in the legislature and assigned to DLEG or an agency of DLEG as the lead agency. We also work with other departments on bills that affect us.
- Staff provides department positions and attended legislative committee hearings and work groups relating to bills affecting the agency.
- 83 bills were enacted into law or approved by the legislature during the calendar year.
- The legislative liaison consults with program staff to provide testimony and draft bill summaries. When bills are enrolled, the office drafts bill analyses of enrolled bills for the Governor's review. These are posted on the department website for public review at http://michigan.gov/dleg/0,1607,7-154-10573_45007_45009---,00.html.

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GOAL 2

Provide value-added assistance to the bureau and agency regulatory liaisons in promulgating administrative rules, and to promote reduction of unnecessary regulations, strengthen policies relating to consumer economic activity, workforce improvement, and assistance to Michigan citizens.

Comment: Ongoing.

Together with DLEG bureaus and agencies, this office

- Submitted 15 requests for rule revisions or new rules, based upon statutory authority or mandates.
- Finished and implemented 23 completed rule sets during FY 2008.
- Coordinated work on the development and processing of 58 different rule sets during the period. This office provided consultation and guidance to staff and stakeholder committees about the Administrative Procedures Act process and requirements for rulemaking. It also acted as DLEG rules liaison to the State Office of Administrative Hearings and Rules.
- The average time, during this period, to shepherd rules through the process was 963 days, ranging from 605 to over 2000 days. Although this year's average time to process rules increased from last year, the staff was able to complete or withdraw several outstanding rules, and worked on improvements to the rules that were implemented.
- Staff worked with agencies to develop documents that clearly identify costs and benefits and address impact upon businesses, citizens, and regulated persons. Rules were modified as necessary to address issues as they were identified.
- OPLA staff timely submitted the DLEG annual Regulatory Plan to the State Office of Administrative Hearings and Rules for notification to the Legislature.

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GOAL 3

Provide excellent constituent services to legislative offices and all other customers.

Our goal is to respond to calls within 24 hours, and close 95 percent of all calls within 3 business days.

Comment: Ongoing.

Reported Contact Data

Total Number of Contacts Reported from 10/1/2007 to 9/30/2008:..... 2496

Contacts returned within 24 hours: 2496 or 100%

Contacts closed out within 3 days:..... 2305 or 93%

Some calls take more than 3 days to close out due to wait for outside responses.

(See Chart on Next Page)

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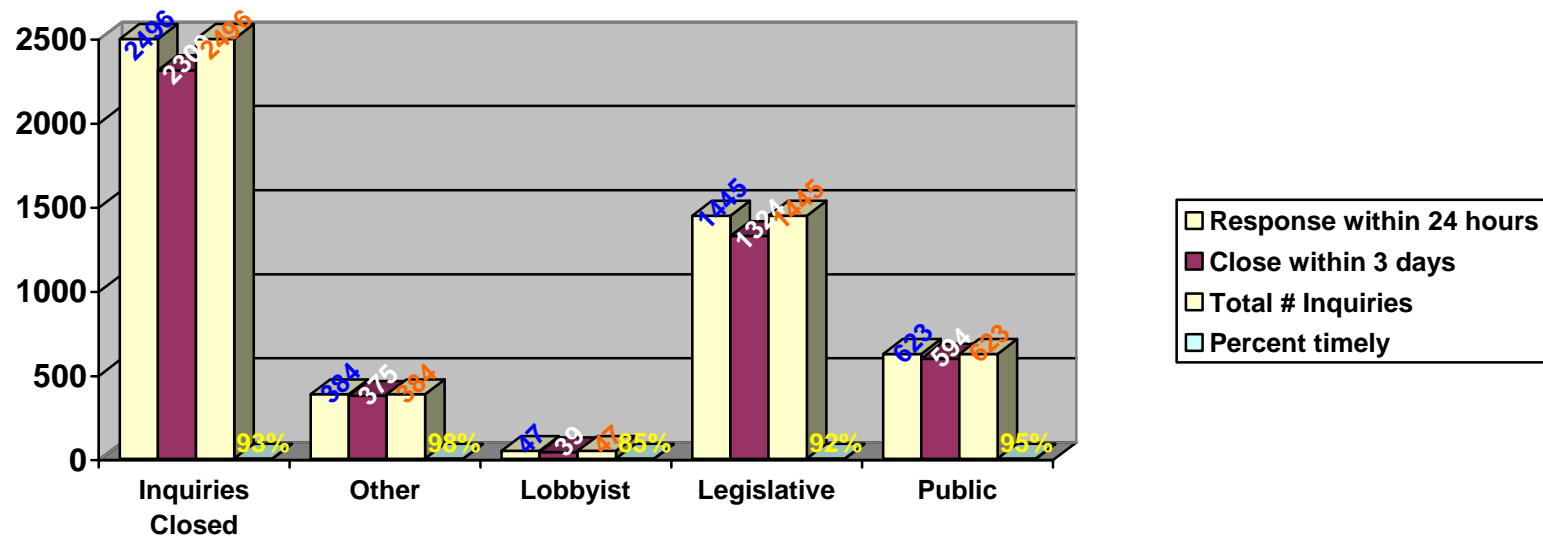
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Legislative/Constituent Performance 2006-2007



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GOAL 4

Develop and administer the State Energy Program.

Comment: Ongoing.

In FY 2008 the Energy Office

- Provided 2008/09 program and budget to the U.S. Department of Energy on schedule; DOE approved plan in September 2008.
- Filed timely quarterly reports for the current budget.

GOAL 5

Provide information, financial and technical assistance relating to energy efficiency, renewable energy development to government, non-profit agencies, businesses, and the general public.

Comment:

5.1 Wind energy education and outreach continues to be a priority of the Energy Office. To inform local and state decision makers, key stakeholders, and the general public a State Wind Outreach Team made over 100 presentations at conferences and meetings in 2008. Over 100 attended the Michigan Township Assoc. and Michigan Assoc. of Planners presentations and 450 attended the Ottawa County Wind Energy Symposium. Michigan State University Extension (MSUE) continued to provide education, technical assistance, and its anemometer loan program. MSUE has 9 towers and anemometers they loan for one year periods. The anemometer loan program is in its third annual cycle.

5.2 Solar energy outreach included the Go Solar program implemented by the Great Lakes Renewable Energy Assoc. in Ann Arbor, Grand Rapids, Oakland County, and Kalamazoo. The Energy Office awarded three additional 10 kW photovoltaic demonstration grants bringing the total to 19 since 2002.

5.3 Home Seminars & Tours program run by seven local energy demonstration centers reached a new high of 8,758 attendees.

5.4 Green Lodging Michigan continues to expand. To date, 36 hotels, motels, resorts, and bed & breakfasts have been certified as "green" and an additional 24 applicants have begun the process to be certified.

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- 5.5 Tracked DLEG energy consumption in 20 leased and owned facilities and initiated energy awareness among department employees, building owners and maintenance staff.
- Posted on-line articles for employees on simple ways to reduce unnecessary energy use at work; also, distributed more than 3000 Energy Reduction Checklists as a visual reminder for employees to take daily actions to reduce energy use; and sent information on no cost-low cost maintenance and operational changes to DLEG leased space owners.
 - Partnered with US Department of Energy and contractors association to sponsor a workshop on energy performance contracting for agency staff involved w. procurement and facility management on 6/26/08. Sixty-five people attended.
 - Assisted DMB in evaluating and selecting agency applications for the Governor's Energy Efficiency Awards.
- 5.6 The Energy Office awarded \$27,423 to 6 public service stations in the E85 Pump Conversion project and then confirmed that each site had this biofuel blend available to the public by 9/30/08. These incentives leveraged \$117,020 of private investment. Stations reported average use of 3000 gal./mo./pump. Also, 2 service stations received incentives covering 50% of costs for MDOT expressway exit signs listing availability of high blend ethanol (E85) and/or biodiesel (B20) blend.
- 5.7 To support biomass energy technology demonstrations with grants and partnership, the Energy Office
- Awarded 4 grants to technology demonstration projects and feasibility studies in FY 2008.
 - Awarded 2 grants for bioenergy/biofuels workshop and event sponsorships, and had more than 300 interested persons participate through 9/30/08.
 - Selected a competitive proposal for a statewide biomass energy feedstock assessment of agricultural residues.
- 5.8 Awarded 6 start-up grants to increase support for new Rebuild Michigan community partnerships, issued 3 grants to support existing partnerships with targeted energy efficiency workshops, seminars & tours for commercial building interests; and, challenged other partnerships to match up to 4 state grants w. local funding for project support services.
- Published 4 quarterly issues of Rebuild MI Partner News and hosted several statewide conference calls and regularly updated the Rebuild MI Program website.
 - Provided direct technical assistance to 64 public school districts and local governments via building energy audits, project planning meetings, project feasibility study reviews and implementation reports through the Rebuild MI Program; and confirmed first-year energy cost savings for 20 projects and \$11.9 million of investment in public building improvements.

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Processes/Services

Our processes and services are developed by constantly communicating with our customers and stakeholders.

PROGRAM EFFECTIVENESS (Current Year)

Program Improvements Made

- We continue to improve our database for tracking and reporting legislative/constituent issues.
- We are providing cross training and in-house training for new staff in light of continuing budget constraints.

PROGRAM IMPROVEMENT PLANS FOR FY09

- The Energy Office will play a key role in connection with carrying out Executive Order 20 of 2008, which will create an Energy Bureau within the re-organized and re-named Department of Energy, Labor & Economic Growth.

CHALLENGES:

OPLA faces challenges next year in getting acquainted with 29 freshman members of the Michigan House.

OPLA also faces challenges as legislators send over increasing numbers of inquiries from constituents relating to their unemployment claims. The sheer numbers place a strain on the ability of OPLA and the Unemployment Agency's Consumer Response Team to respond in a timely manner.

The Energy Office faces challenges in its continued work on alternative energy and energy efficiency policy and integration into the new Bureau of Alternative Energy in the Department of Energy, Labor & Economic Growth.

The Energy Office will have statutory responsibilities if House Bill 5878 is signed into law. Taxpayers claiming a tax credit for converting a service station to alternative fuels will be required to have a certificate issued by the Energy Office in order to claim their credit.

The Energy Office will be working hard to keep its carry forward under control and close out projects in a timely manner.